



Town of Weare Parks and Recreation

***Meeting Minute
July 12, 2011***

MEETING CALLED TO ORDER: ~7:10PM

MEMBERS IN ATTENDANCE: Gene Propper, Chuck Metcalf, Valerie King, Melissa Drury and Mike Housman

SUMMER CONCERT SERIES

- Eagle Scouts are only able to cover BBQ for the 1st and 3rd concert. Mike will contact Jim about offering 2nd concert to football or similar group.
- Eagle Scouts are planning on fries (\$2), burgers (\$2), hot dogs (\$1), drink (\$1) with discounted combo deals.
- Naomi recently received an e-mail regarding the need for municipalities to obtain a licensing agreement to play music at any town events or at any town facility. The fee is \$309/yr. Naomi has requested that other organizations (Farmer's Market and the Patriotic Celebration Committee) share this cost, but the request was refused. If PARC is going to hold concerts as planned, it will need to take on this financial burden. It is too late to chance the 1st live concert (July 21) without incurring a fee. Naomi promised to have this cost paid by the town rather than PARC in the future.

Gene made a motion to pay the \$309 ASCAP licensing fee to allow for the playing of music at town facilities. Valerie seconded the motion. Vote: 3-1-0. Motion carried

CHASE PARK

- Question asked as to whether Susanne Couhie has paid the facility use fee. Mike will check with Kathy so see if payment was given to her.
- After a significant delay, the toilet has been replaced in the Men's bathroom. The new toilet initially leaked and became clogged but Dinsmore (the plumber) corrected the problems and it seems to be functioning properly now.
- Rod (another local plumber) came out to inspect the water filter. He recommended that staff open the valve (on top of the filter) slowly rather than turn the valve quickly as they had been doing. It was also determined that the lake end of the hose was resting in the sediment. It was suggested that PARC install a well tile (cost ~\$60-90) to keep the hose from falling onto the lake bottom. Mike will check to see if there are any regulations that would prohibit this.
- Door jamb of one of the bathrooms is in need of repair. It is leaving metal slivers on the floor which patrons may step on and be injured. Mike will go take a look and see what can be done to repair the jambs.

- Concern expressed that staff need to wear sandals/shoes at work to prevent foot injuries.
- Concern expressed about staff using cell phones during work hours. It was agreed that work duties must come first, and staff can be giving additional work to limit down time. However, when there is down time staff are free to use their cell phones just as they might use the time to read a book.
- The ground in front of the bathrooms is uneven and may pose a tripping hazard. Tim (Public Works) has been asked to take a look and possibly smooth the area with additional loam.
- Question raised as to why we don't use the old dug well at Chase Park. Chuck indicated that to his knowledge there is no plumbing leading from the well to the bathrooms. It is very possible that the well is a remnant of the Chase homestead which stood at this location prior to becoming a town park.
- Discussion regarding the need for written SOPS for staff to use at Chase Park. Mike will ask Kathy to work with staff to develop written protocols.
- Concern expressed about staff not cleaning bathrooms at the end of the day. There are no lights in the bathrooms making it difficult for staff to clean at the end of the day. If they clean earlier, it is possible that bathrooms will be used again before closing giving the appearance that they were not cleaned at the end of the day. It may be better to have staff clean in the morning rather than last thing at night when lighting is limited and there are other closing tasks that need to be done.

BOLTON FIELDS

- Dave Hewey is the individual who beautified the entrance to Bolton Fields. The Bolton family paid for the materials.
- Tony's crew (prisoners) completed work at Chase and Bolton including spreading mulch at the Bolton playground. Tony will be returning with his crew in August to add more mulch and finish the project. They will also be removing and disposing of the items behind the storage shed..
- Mike will contact Craig (WAC) about the flagpole lying on the ground by the baseball field at Bolton.

INESON FIELD

- Mike picked up the trash at Ineson and contacted WAC about having it removed. This field is carry-in/carry-out so WAC is responsible for trash clean-up. Mike has also talked to WAC about issues with trash pick-up at Purington.
- Gene spoke with Naomi about clearing brush (poison ivy) at Ineson and fixing the "apron" (transition between gravel and pavement). She will ask Tim (Public Works) to look into it.

- The port-a-potty at Ineson was knocked over. Mike will ask the company to chain the unit to a tree or pole to prevent this from happening in the future.

MIKE'S COORDINATOR'S REPORT:

- There will be a CPR course for all Chase Park staff on July 19th (Tuesday) from 10AM to 12PM at the Safety Complex. The training is free. PARC will pay the \$2 fee for each staff member to receive a CPR card.
- Kevin Bishop, of JS Lacrosse, has offered to do maintenance to restore the thin/bald patches on the football field (seed, aerate, etc)
- Mike had sent a reminder to Wendy (Farmer's Market) about the gazebo area not being available this Friday due to the Patriotic Celebration. It turns out that Wendy went to the Patriotic Celebration Committee chairs to request that they "share" the space this Friday. Naomi subsequently sent Wendy a strongly worded e-mail regarding the problems such an arrangement would create. When Wendy submitted her facility use form, the July 15th date was not included and PARC clearly told Wendy that the gazebo area would not be available for the Farmer's Market during the Patriotic Celebration.

Chuck made a motion to have Mike (PARC Coordinator) inform Wendy (Farmer's Market) yet again that, as she was told back when she submitted her facility use request, the Farmer's Market does not have permission to use the Gazebo area on Friday, July 15th, 2011. Valerie seconded the motion. Vote: 4-0-0. Motion carried.

Mike will e-mail Wendy and carbon copy PARC members, Naomi (town administrator), Evelyn and Laura (Patriotic Celebration Committee) and Weare Police.

NEW/OLD BUSINESS

Chuck made a motion to accept the meeting minutes for June 14th (2011). Melissa seconded the motion. Vote: 4-0-0. Motion carried.

- The Lawn Care Contract Sub-committee has not met yet. Mike will send Randy and Jim a reminder.

MEETING ADJOURNED: ~8:47PM